

COMPLIANCE REPORT REQUEST FORM



OAKVILLE

Town of Oakville
 Attention: Building Services
 1225 Trafalgar Road
 Oakville, ON L6H 0H3
 905-845-6601

Date of Letter: Mailing Address: Applicant Email:	Date Received:
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Applicant Email Address (\$173.00 for Rush Service Only):	Contact Phone Number:
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Check One: Property Compliance Report Liquor Compliance Report	Check One: \$117.00 Regular Service \$173.00 Rush Service
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Municipal Address	Unit #
Legal Description (Lot & Plan Numbers, etc.)	Name of Establishment

Please find the enclosed confirmation of payment of fee of \$ _____ for a compliance report for the above-noted address.

Regards,
 Name (Please Print):

Signature:

Please Note:

- Requests submitted after 12:00 pm will be stamped received the following work-day.
- Compliance Report fee schedule per municipal address:
 \$117.00: Regular Service – Two-week (14 working days) response time – email to compliancerequests@oakville.ca
 \$173.00: Rush Service – Forty-eight hour response time (2 working days) – email to compliancerequests@oakville.ca
- Fees are payable by Interact e-Transfer to compliancerequests@oakville.ca or by cheque payable to the Town of Oakville. Please submit a copy of your proof of payment with your application form to compliancerequests@oakville.ca. Please note, if paying by cheque your request will be received and processed once the original with payment has been received by our office. Visa Payments cannot be accepted.
- Receipts billed to Account #62300.8120